



# NAVAJO COUNTY

## JOB DESCRIPTION

**TITLE:** Detention Nurse (LPN)

**FLSA:** E

**SERVICE:** Classified

**REVISED:** 6/1/05

**Summary:** Under close supervision, performs nursing services of moderate difficulty in a correction environment within the Public Health Department; performs related work as assigned.

**Essential Job Functions:** *(Essential function, as defined under the Americans with Disabilities Act, may include the following tasks, knowledge, skills and other characteristics. This list of tasks is ILLUSTRATIVE ONLY, and is not a comprehensive listing of all functions and tasks performed by positions in this class.)*

- Implements strategies and care to detect, prevent and control disease of inmates in the detention facility.
- Participates and conducts medical clinic care, coordinates care plans with physicians, delivers nursing services for the provision of medical and psychological services to inmates.
- Prepares and files inmate medical records, intake assessments, and prescription care in accordance with departmental standards.
- Performs direct nursing services for inmates such as assessing inmate conditions, setting up and dispensing medications, taking health histories, drawing blood, changes dressings, making referrals for services, and documenting care provided. Reviews charts for assessment of necessary care and to avoid mistakes in care.
- Obtains physician orders and instructions for inmate medications.
- Faxes consent releases to obtain medical information; provides information to other agencies for inmate care and coordination.
- Administers and tracks doses of medications to inmates; handles and stores vaccines and other medications according to strictly prescribed methods and policies.
- Responds to inmate questions and complaints regarding medications, treatments and symptoms.
- Participates in suicide watches of at-risk inmates for signs and symptoms of self-infliction of harm.
- Contains infectious diseases through control measures precisely and strictly according to policies and procedures.
- Documents information on patients and medical visits in the computer. Researches side effects of medicine.
- Responds quickly to a medical emergency in the correctional facility to provide medical nursing services and direct care to inmate(s).
- Responds to calls from physicians and pharmacies regarding inmate care.

### Knowledge and Skills:

- Knowledge of techniques and methods, principles and practices of nursing.
- Knowledge of community resources for appropriate referrals.
- Knowledge of clinical service practices.
- Skill in the use of medical instruments and laboratory equipment.
- Skill in physical health assessment.
- Skill in effectively communicating verbally and in writing.
- Skill in establishing and maintaining effective working relationships with employees, other agencies and the public.

### Minimum Qualifications:

Associate's Degree in Nursing; AND Licensed Practical Nurse Certificate; AND one year experience in public health or correctional facility nursing; AND a CPR certificate; AND a valid driver's license.